COUNTY OF LINCOLN
Carrizozo, NM 88301

RFP NO. 16-17-002

"Purchase Metal Building for Hondo VFD"

Due: August 15, 2016
2:00 p.m. MDT

COUNTY OF LINCOLN
Carrizozo, NM 88301

Request for Proposals 16-17-002

"Purchase Metal Building for Hondo VFD"

Due: August 15, 2016, 2:00 p.m.

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COUNTY OF LINCOLN
Carrizozo, NM 88301

LEGAL NOTICE

REQUEST FOR PROPOSAL NO. 16-17-002

"Purchase Metal Building for Hondo VFD"

DUE: August 15, 2016, 2:00 p.m. MDT

The County of Lincoln is requesting proposals to purchase and deliver a 80 foot by 90 foot, 20 foot high, 26 gauge metal building (Mueller/Metallic type) for the Hondo VFD. Complete Request for Proposal (RFP) documents may be obtained the office of the County Purchasing Agent, 300 Central Ave., Carrizozo, NM 88301 and by calling Orlando Samora at (575) 648-2385 ext. 105 or go to lincolncountynm.gov, find Purchasing under County Offices to download Bids and RFP's.

All proposals submitted must be clearly marked on the outside of the sealed package or envelope with the RFP Title, RFP Number, and Due Date. If the RFP is sent by mail, the sealed package or envelope shall have the notation "Sealed Proposal" along with the RFP Number. Proposals should be sent or hand-delivered to County of Lincoln, PO Box 711 (300 Central Ave.), Carrizozo, NM 88301 by 2:00 PM Local Time, August 15, 2016. Proposals received after that date and time will be returned unopened. Faxed proposal cannot be accepted.

The Lincoln County Board of Commissioners will review and make their final determination during their regular commission meeting scheduled for 8:30 on Tuesday, August 16, 2016.

Lincoln County reserves the right to accept or reject all or any part of any proposal, waive minor technicalities and award the proposal to best serve the interest of Lincoln County.

Orlando Samora
Purchasing Agent

Published in *The Lincoln County News* on Thursday, August 4, 2016

COUNTY OF LINCOLN
Carrizozo, NM 88301

Request for Proposal 16-17-002

"Purchase Metal Building for Hondo VFD"

Due: August 15, 2016
2:00 p.m. MDT

A. SCOPE OF PROPOSAL

The County of Lincoln is seeking proposals from an appropriate firm to purchase and deliver a 80 foot by 90 foot, 20 foot high, 26 gauge metal building (Mueller/Metallic type) with Eight (8) solid panel roll up doors for (4) four bays, drive through type needed. operated with electronic openers, 12 foot by 14 foot high and three (3) entry walk in doors with a simplex locks. Reference attached plans for exit door locations. The roof will have a 3 x 12 pitch. Rain gutters with downspouts exiting on the four corners of the building. Insulation will be a minimum of vinyl backed 19 R value in walls and ceiling. The color will be beige with brown trim. A 90 lb. wind and 30 lb. snow load will be used for design minimums. Included with the building will also be a Professional Engineer wet stamped footing/foundation construction plan to be designed from the geotechnical soil reports (included). (This does not have to be a New Mexico PE stamp). A geotechnical soil report is included in this package, along with a basic floor plan for reference.

B. TIME PROJECTIONS

Offeror shall provide a time projection for delivery of the building.

C. CONTACT

Joe Kenmore, Lincoln County Emergency Services Director (575) 808-1381 for site and general questions.

D. DEPARTMENT OF LABOR REGISTRATION

All general contractors/subcontractors submitting a proposal or bidding more than $60,000 on a public works contract **MUST** be registered with the Labor & Industrial Division.

- Supply your **DOL** registration number with you proposal.

E. RATING

Proposal must address the following criteria:

- **Experience**
  Experience with this type of building project.
- **Capacity and Capability-**
  Capacity and capability of the business to perform the work, including any specialized services, within the time limitations.

- **References**
  Provide at least three (3) professional references.
- **Past Record of Performance-**
  Past record of performance on contracts with government agencies or private industry with respect to such factors as providing engineered foundation plans stamped by any registered engineer (does not necessarily need to be a New Mexico engineer), control of cost, quality of work and ability to meet schedules.
- **Cost-**
  Cost to The County of Lincoln.

F. IMPORTANT INFORMATION REGARDING MAIL DELIVERY

Carrizozo is in a remote section of southern New Mexico. *Normal* mail delivery does not exist here and **overnight delivery by any carrier is a myth!**

- Within New Mexico allow 3-4 days by regular mail.
- Out of state mail can take 5 days by regular mail.
- If you want UPS, Federal Express or Priority Mail, check with the carrier first they should be able to tell you when your mail *might* arrive in Carrizozo.
- Mail early or hand deliver. The County cannot be responsible for mail delays. Your proposal will be returned unopened if it arrives late. Faxed proposals will not be accepted.

G. CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Effective May 17, 2006 Chapter 81, Laws of 2006 requires and prospective contractor seeking to enter into a contract with any state agency or local public body to file a "Campaign Contribution Disclosure Form" with that state agency or local public body.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTARACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

H. PREFERENCES

Resident Business Preference

The New Mexico Procurement Code provides for preference for resident businesses and Contractors under certain conditions. If applicable, the preference will be provided to those Offerors that have provided a valid resident business preference certificate with their bid,
in order for a Bidder to receive preference as a resident business, that Bidder must submit a copy of their resident business preference certificate with their bid. The preference certificate must have been issued by the New Mexico Taxation and Revenue Department. Providing only a preference number or a copy of the application is not acceptable.
For more information and application forms, go to:
http://www.tax.newmexico.gov/Businesses/Pages/In-StatePreferenceCertification.aspx

Resident Veteran Business Preference

Effective July 1, 2012, certain preferences are available to Resident Veteran Businesses. In order for a Bidder to receive preference as a resident veteran business, that Bidder must submit a copy of their resident veteran business preference certificate with their bid. The preference certificate must have been issued by the New Mexico Taxation and Revenue Department. Providing only a preference number or a copy of the application is not acceptable.

For more information and application forms, go to:

http://www.tax.newmexico.gov/Businesses/Pages/In-StatePreferenceCertification.aspx

I. INSTRUCTIONS TO OFFERORS

The attached **"COUNTY OF LINCOLN, REQUEST FOR PROPOSALS INSTRUCTION TO OFFERORS"** is a part of this Request for Proposals.

Geotechnical Investigation

Hondo Fire Station
Hondo, New Mexico

Prepared for:
County of Lincoln

Project No.: 16-1-023

March 22, 2016

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1.0 INTRODUCTION

This report presents the results of our geotechnical investigation for the new Hondo Fire Station located in Hondo, New Mexico.

The investigation was performed to determine site subsurface conditions and, based upon the conditions observed in the test holes, to develop geotechnical recommendations for:

Shallow Foundation Design;
Foundation Bearing Pressures;
Site Grading; and
Drainage.

The conclusions and recommendations presented are based on information provided to us regarding the proposed development, on subsurface conditions disclosed by the test holes, on laboratory testing, and upon the local standards of our profession at the time this report was prepared.

This investigation was not performed to determine the presence of potentially hazardous waste or radon gas. Determination of the presence of potentially hazardous materials was beyond the scope of this investigation and requires the use of exploration techniques and analytic testing which were not appropriate for this investigation. If desired, X8e Vinyard will perform an environmental audit of the site.

2.0 PROPOSED CONSTRUCTION

We anticipate construction will consist of a 7,200 square foot single story pre-engineered metal building. The proposed building will consist of a three-bay fire station. The project will not require an asphalt pavement design at this time.

3.0 SITE CONDITIONS

The site was is situated near and northwest of the junction of U.S. Highway 70 and U.S. Highway 380 in Hondo, New Mexico. The site is predominantly a graded area, mostly free of vegetation, with the existing Senior Center to the north and the existing Waste Transfer Station to the south. There is a paved road leading to the Senior Center with several trees and native grasses beyond and U.S. Highway 380, also locally known as the "Billy the Kid Trail", beyond the trees. The area west of the site beyond the graded section includes native grasses with numerous native trees and brush well beyond the grassy areas. The site is essentially located within a fairly narrow valley. The immediate building site is located within an area formerly occupied by a building, which had been completed removed and the ground re-graded. The site visually appears to drain towards the south-southwest. Configuration of the site is indicated on the Site Plan, Figure 1.

4.0 SITE SUBSURFACE CONDITIONS

To explore the site subsurface conditions, three test holes were drilled at the approximate locations shown on the Site Plan, Figure 1. The soils in the test holes consist of clayey gravel (GC) with varying amounts of sand, poorly graded sand (SP-SM) with silt and gravel, silty sand (SM), clayey sand (SC) with gravel, sandy silt (ML) and lean clay (CL) with varying amounts of sand. The upper 5.0 to 10.5 feet of soil consists of lean clay with varying amounts of sand described as moist and stiff to hard. The surface clay stratum is underlain by soils varying from 4.5 to 5.0 feet of silty sand with varying amounts of gravel or 5.0 feet of sandy silt. The silty sand is described as fine to medium grained or fine to coarse grained, slightly moist to moist and medium dense to very dense. The clayey gravels are described as slightly moist and dense to very dense. The remaining sand strata are generally described as fine to coarse grained, slightly moist to moist and medium dense to dense. The remaining lean clay layers are described as moist and stiff.

Neither flowing groundwater nor bedrock was encountered in the test holes to a depth of twenty-two and one half (22.5) feet, the maximum depth of exploration. However, groundwater conditions may change with time due to precipitation, variations in groundwater level, seepage from ponding areas, or leaking utilities.

The test holes allow observation of a very small portion of the soils below the site. Significant variations in subsurface conditions may occur across the site, which were not disclosed by the test holes.

5.0 LABORATORY TESTING

A laboratory testing program was performed on samples obtained during the field investigation which appeared representative of the soils encountered in the test holes. The laboratory testing program was structured to determine the physical properties of the soils encountered in the test holes necessary for development of geotechnical recommendations.

The laboratory testing program included:

- Moisture Content;
- Dry Density;
- Sieve Analysis;
- Atterberg Limits; and
- Consolidation/Collapse.

Moisture Content and Dry Density tests were performed to evaluate the in-place soil density and moisture content. Test results help to evaluate settlement potential. Test results indicate the soils encountered in the test holes have an average dry density of approximately 105 pcf. Natural moisture content averaged approximately 10.8 percent. Test results are presented on the Logs of Test Holes, Figures 2 through 4, and are summarized on Table 1.

Sieve Analysis and Atterberg Limits tests were performed to confirm field soil classifications and to provide information on general physical soil properties. Test results are presented on Table 1.

Consolidation/Collapse tests were performed to evaluate structure settlement and to determine the effect of water on site soils. The results indicate that the tested soils generally exhibited slight to moderate compressibility under anticipated loads. Negligible to minor settlement (collapse) occurred when the tested soils increased in moisture content. Test results are presented on Figures 6 through 8.

6.0 FOUNDATIONS

If the recommendations presented in this report are implemented particularly those regarding site grading and drainage, the proposed new Fire Station building may be supported on either conventional spread and strip footings or a monolithic slab on grade with turned down edges. Foundations and turned down edges should bear on a minimum of two (2) feet of structural fill. Structural fill should extend a minimum of three feet laterally beyond the edge of all footings. Foundations may be designed for an allowable bearing pressure of 2000 pounds per square foot. This value may be increased by one-third for short-term loads due to wind and earthquakes. If it is not feasible to implement the site grading, drainage, and landscaping recommendations presented herein, an alternate foundation system may be required. This office should be contacted for additional recommendations.

The base of exterior footings should be embedded a minimum of three feet below lowest adjacent grade. The base of interior footings should be embedded a minimum of eighteen inches below finish pad grade. Spread and strip footings should be a minimum of twenty-four and eighteen inches wide, respectively. Turned down edges should be a minimum of twelve inches wide. However, local building codes may require greater dimensions.

Lateral foundation loads will be resisted by a combination of passive soil pressure against the sides of footings and friction along the base. A passive soil resistance of 300 pounds per cubic foot may be utilized for design. Frictional resistance may be determined by multiplying foundation dead load by a coefficient of friction of 0.40.

The apron area in front of each bay should be paved with Portland Cement Concrete.

Prior to fill placement and following footing excavation, the natural soils should be scarified to a depth of eight inches and moistened to near optimum moisture content (±3%). The exposed soils should then be compacted to a minimum of 95% of maximum density as determined by ASTM D-1557. All fill below structures should be placed and compacted as detailed in the attached Appendix. Prior to pouring concrete footing excavations should be cleaned of any slough, loose soil, or debris. Footing excavations should be compacted as detailed in the attached Appendix.

Foundations designed and constructed as described herein are not anticipated to settle more than one inch. Differential settlement between adjacent column footings should not exceed

one-half of the above value. Foundations should be designed and constructed to tolerate the above settlement. Foundations should be designed by a qualified structural engineer.

The site soils will consolidate if allowed to increase in moisture content. With appropriate landscape irrigation and site grading and drainage as detailed in this report the moisture content of the soils within five to seven feet of the ground surface may increase. The recommendations presented in this report for site preparation are the minimum we consider prudent to address this degree of moisture penetration. In the event moisture penetration to depths greater than seven feet occurs, movement substantially greater than quoted above will occur.

To reduce the effect of settlement on the structure, we suggest that all stucco be fiberglass reinforced. Periodic control joints should be utilized in the stucco particularly at window and door corners. Periodic control joints should also be utilized in masonry walls, if any.

Based upon the results of this investigation, an International Building Code Site Classification of "D" may be utilized for design.

7.0 CONCRETE SLABS-ON-GRADE

Concrete slabs-on-grade may be utilized. Slabs should bear on a minimum of four feet of structural fill. Minimum floor slab thickness, overall slab reinforcement, and sawed joints or control joints should be determined by a qualified structural engineer. Conventional slabs should be isolated from all foundations, stem walls, and utility lines. Monolithic slabs should be isolated from all utilities. Frequent joints should be scored or cut in slabs to control the location of cracks.

Thickened slabs may be utilized to support interior partitions. Thickened slabs should be a minimum of twelve inches in width and should be designed to exert a maximum earth pressure of 500 pounds per square foot. Wall loads on thickened slabs should not exceed 800 pounds per linear foot. The thickness and reinforcement should be determined by a qualified structural engineer.

Slabs should be adequately reinforced with steel. Slab reinforcement should be turned down into turned down edges.

For structural design of the floor slab, a modulus of subgrade reaction of 300 kips per cubic foot may be utilized. This value is for a 1' x 1' square or a 1' wide strip. The above value may be modified for various effective widths based upon the following equation:

$$K_s = 300\left[\frac{B+1}{2B}\right]^2$$

K_s = Modulus of subgrade reaction (kips per cubic foot)

B = Effective width of loaded area (feet)

If moisture-sensitive floor covering is utilized, the flooring manufacturer should be contacted to determine the necessity of a vapor barrier. The moisture barrier may consist of a 6-mil polyethylene film or equivalent. The barrier may be overlain with one or two inches of clean sand to provide a working surface and reduce shrinkage cracking.

Slabs should bear on a minimum of four (4) feet of structural fill. Prior to placing slabs or structural fill, the natural soils should be stripped of vegetation, scarified to a depth of eight inches, and moistened to a near optimum (±3%) moisture content. The exposed soils should then be compacted to a minimum of 95% of maximum density as determined by ASTM D-1557. All fill below slabs should be placed and compacted as detailed in the attached Appendix.

8.0 EARTHWORK

8.1 General

The settlement estimates presented in this report are based upon the assumption that site earthwork will be performed as recommended in this report and the attached Appendix. Presented below is a summary of the site earthwork recommendations. Detailed earthwork procedures are presented in the attached Appendix.

Prior to commencing earthwork the Contractor should obtain appropriate Proctor tests. Field density testing and evaluation of the suitability of the proposed materials performed prior to completion of the Proctor is "Preliminary" and may change based upon the results of the Proctor testing.

8.2 Clearing and Grubbing

Prior to placing structural fill, all borrow and fill areas should be stripped of vegetation and deleterious materials. All strippings should be hauled off-site or utilized in landscaped areas.

All existing utilities, septic tanks, leach fields, and disturbed soil should be removed from below the proposed amenities. The resulting excavations should be backfilled with compacted fill as detailed in the attached Appendix.

8.3 Excavation

We anticipate that on-site soils can be excavated with conventional earthwork equipment. Cobbles or boulders may be encountered during excavation. Cobbles and boulders should be disposed of off-site or utilized for landscaping. Cobbles and boulders should not be placed within structural fills. Cobbles and boulders as defined in ASTM D-2487.

8.4 Natural Ground Preparation

Prior to placing structural fill and subsequent to final grading in cut areas, the exposed soils should be scarified to a depth of eight inches and moisture conditioned to a near optimum (±3%) moisture content. The exposed soils should then be compacted to a minimum of 95% of maximum

density as determined by ASTM D-1557. If vibratory compaction poses a threat to nearby structures, static compaction should be utilized.

8.5 Fill Placement and Compaction

Structural fill should be placed in horizontal lifts a maximum of eight inches in loose thickness, moisture conditioned to near optimum moisture content, and mechanically compacted. Fill below footings and slabs should be compacted to a minimum of 95% of maximum dry density as determined by ASTM D-1557. On-site soils within the upper five (5.0) feet are generally unsuitable as structural fill; however, import soils which are more granular than the on-site soil may be used for blending provided the blended material is tested for conformance with structural fill criteria.

8.6 Observation and Testing

Placement and compaction of structural fill should be observed and tested by a qualified geotechnical engineer or his representative. The purpose of the observation and testing is to confirm that the recommendations presented herein are followed and to provide supplemental recommendations, if subsurface conditions differ from those anticipated.

Foundation excavations should be observed by a qualified geotechnical engineer, or his representative, prior to placement of reinforcement or concrete. The purpose of the observation is to determine if the exposed soils are similar to those anticipated.

8.7 Frequency of Testing

Earthwork should be tested periodically to confirm the fill is compacted to the criteria presented in this report. Prior to placing fill, the natural ground should be moisture conditioned, compacted, and tested to confirm it is properly compacted. Fill should be placed in maximum eight-inch thick loose lifts, but in no case thicker than can be compacted with the equipment being utilized. Fill should be moisture conditioned and compacted as detailed in this report. Fill areas should be tested at maximum one-foot vertical intervals. If fill areas are worked at different times, each individual area should be tested. Following finish grading, the final surface should be tested. Following foundation excavation, the footing excavations should be tested. Utility trench backfill should be tested as necessary.

9.0 SITE GRADING AND DRAINAGE

The settlement estimates presented in this report assume the site will be graded to drain properly. If the site does not drain properly, structure settlement substantially greater than quoted in this report will occur.

To reduce the risk of structure settlement the site should be graded to rapidly drain away from amenities. Splash blocks should be utilized below down spouts and canales.

If ponding areas are required, they should be located as far away from amenities as possible, a minimum of ten feet. If these criteria cannot be met, this office should be contacted for supplemental recommendations.

Roof gutters and downspouts should be utilized. Roof gutters should discharge to a hard surface. Water should run off rapidly.

10.0 LANDSCAPING

Landscaping adjacent to amenities should be designed and constructed to minimize the potential for wetting of soils supporting the proposed facilities. If soils supporting the proposed facilities are allowed to increase in moisture content to a depth greater than seven feet settlement greater than quoted in this report will occur.

Trees and shrubs within five feet of amenities should be hand watered or watered using controlled drip irrigation. If drip irrigation is used, emitters should discharge no more than one gallon per hour. If grass must be planted within five feet of structures, watering should be carefully controlled to prevent overwatering. Grassed areas adjacent to structures should be sloped so that excess irrigation water will run off promptly. Sprinkler lines and drip irrigation mains should be located a minimum of five feet away from foundations.

Mowing strips, planters and sidewalks should not "dam" water adjacent to structures. If necessary, mowing strips should be perforated to allow water to flow away from structures.

All amenities' planters should be closed bottom and watertight.

11.0 UTILITIES

The site soils are collapsible if allowed to increase in moisture content. If post-construction water or sewer line leaks occur, localized settlement will occur. Following installation, all water and sewer lines should be pressure checked for leaks. Any leaks found should be repaired.

Backfill in utility line trenches below slabs, driveways, and pavement should be compacted to a minimum of 90% of maximum density as determined by ASTM D-1557. Utility trenches should be as narrow as can be properly compacted. To reduce the possibility of breaking utility lines with compaction equipment, heavy compactors should not be utilized.

Utility trenches may not be compacted to the same degree as the remainder of the building pad. Therefore, wall footings, interior walls and thickened slabs should not be placed longitudinally over utility trenches. Column footings should not be placed over utility trenches.

12.0 TRENCHES AND EXCAVATIONS

All trenches greater than four feet in depth must be sloped, shored or braced or otherwise supported according to OSHA Construction and Safety Standards. Material excavated from the trench or spoil must be placed a minimum of two feet from the edge of the excavation. The spoil should be retained in an effective manner such that no loose material can fall into the excavation.

Temporary construction excavations less than eight feet deep should be sloped no steeper than 1½:1 (horizontal:vertical). If deeper excavations are required, this office should be contacted for supplemental recommendations. Limited raveling of slopes will occur particularly as the exposed soils dry out. Heavy equipment and material stockpiles should be located a minimum of five feet from the top of slope.

13.0 CLOSURE

This report was prepared for the exclusive use of our Client. The recommendations presented in this report are based upon the subsurface conditions disclosed by the test holes. Soil and groundwater conditions may vary between test holes and with time.

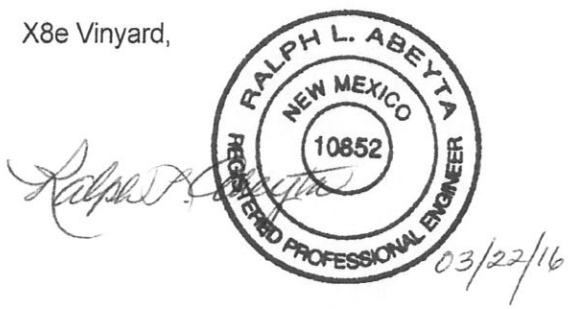
This report reflects our interpretation of the site subsurface conditions. We strongly recommend that prior to bidding all contractors perform their own subsurface investigation to form their own opinion of the site soil, rock, and groundwater conditions. Should contractors elect to use this report for construction, bidding or estimating purposes, they do so at their own risk.

In a southwest climate it is particularly important to protect the soils supporting the proposed structure from an increase in moisture content. If soils supporting the structure increase in moisture content due to any cause such as poor site drainage, ponding areas, or leaking utility lines, significant structural settlement and distress may occur.

If conditions are encountered during construction which differ from those presented herein, this office should be contacted for supplemental recommendations. The staff of X8e Vinyard is available for supplemental consultation as necessary.

This office would be pleased to review site grading and drainage plans to evaluate conformance with the recommendations presented herein. All site earthwork should be observed by a qualified geotechnical engineer or his representative. X8e Vinyard would be pleased to provide these services.

X8e Vinyard,



Ralph L. Abeyta, P.E., M. ASCE

X8e Vinyard Project No.: 16-1-023

SITE PLAN
*Scale Unknown

Test Hole Location

FIGURE 1

LOG OF TEST HOLE NO. 1

Project: Hondo Fire Station
Elevation: N/A
Depth to Groundwater: Not Encountered

Project No.: 16-1-023
Date Drilled: 3/11/16
Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
5	5	R	94	13.1	1,2	CL	CLAY, sandy lean, medium stiff, moist, brown
10	12	R	105	8.3	1,2,5	SM	SAND, silty, fine to medium grained, medium dense, moist, white spots
15	14	S		15.8	1,2	CL	Lean CLAY with sand, stiff, moist, brown Gravels
20	80	S		3.7		GC	GRAVEL, clayey, very dense, slightly moist, gray and white
	36	S		3.2			Dense
25							Bottom of hole at 21½'
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 2

LOG OF TEST HOLE NO. 2

Project: Hondo Fire Station
Elevation: N/A
Depth to Groundwater: Not Encountered

Project No.: 16-1-023
Date Drilled: 3/11/16
Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
5	9	R	110	15.2	1,2,5	CL	Lean CLAY with sand, stiff, moist, brown
	13	R	110	13.5	1,2		
10	92	S		14.8			Hard
				4.2	1,2	SM	SAND, silty with gravel, fine to coarse grained, very dense, slightly moist, gray and white
15							
	37	S		4.5		SP-SM	Poorly graded SAND with silt and gravel, fine to coarse grained, dense, slightly moist, gray and white and brown
20							
	46	S		4.9		SC	SAND, clayey with gravel, fine to coarse grained, dense, slightly moist, white and gray and light brown
25							Bottom of hole at 21½'
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 3

LOG OF TEST HOLE NO. 3

Project: Hondo Fire Station
Elevation: N/A
Depth to Groundwater: Not Encountered

Project No.: 16-1-023
Date Drilled: 3/11/16
Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
						CL	Lean CLAY, stiff, moist, brown
	9	R	99	18.2	1,2,5		
5							
	15	R	111	17.8	1,2		Slightly sandy
10							
	12	S		10.7	1,2	ML	SILT, sandy, stiff, moist, brown
15							
	21	S		7.3	1	SM	SAND, silty, fine to coarse grained, medium dense, moist, brown
20							Fine grained, gravelly
	8	S		23.2		CL	Lean CLAY, stiff, moist, brown
	50/6"	S		4.4		GC	GRAVEL, clayey with sand, very dense, slightly moist, brown/ burgundy brown
25							Bottom of hole at 22½'
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 4

NOTES - LOGS OF TEST HOLES

Test hole locations were determined by compass bearing and pacing distances from known topographic points.

"Drilling Method" refers to the equipment utilized to advance the test hole. A seven-inch outside diameter, continuous flight, hollowstem auger was utilized.

"S" under "Sample Type" indicates a Standard Penetration test (ASTM D-1586). The Standard Penetration sampler is 2 inches in outside diameter and 1 3/8 inches inside diameter.

"R" under "Sample Type" indicates a 3-inch outside diameter by 2.5-inch inside diameter sampler. The sampler is lined with 1-inch high brass rings.

"B" under "Sample Type" indicates a bulk sample.

"Blows Per Foot" indicates the number of blows of a 140-pound hammer falling 30 inches required to drive the indicated sampler 12 inches.

"NR" under "Blows/Foot" indicates that no sample was recovered.

"Dry Density PCF" indicates the laboratory determined soil dry density in pounds per cubic foot.

"Water Content %" indicates the laboratory determined soil moisture content in percent (ASTM D-2216).

"Unified Classification" indicates the field soil classification as per ASTM D-2488. When appropriate, the field classification is modified based upon subsequent laboratory tests.

Variations in soil profile, consistency, and moisture content may occur between test holes. Subsurface conditions may also vary between test holes and with time.

Figure No.: 5

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Albuquerque, NM 87113

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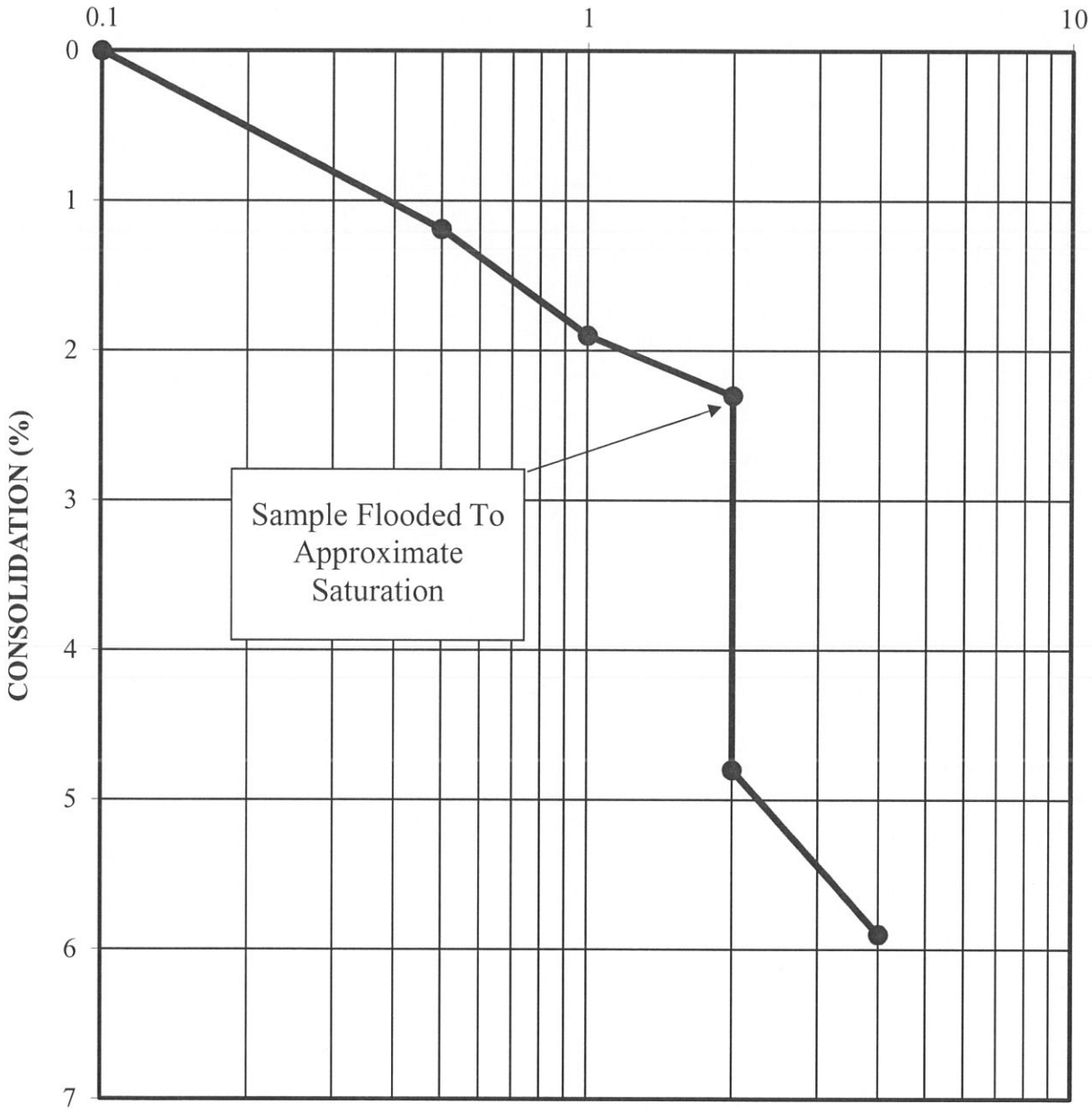
CONSOLIDATION TEST RESULTS

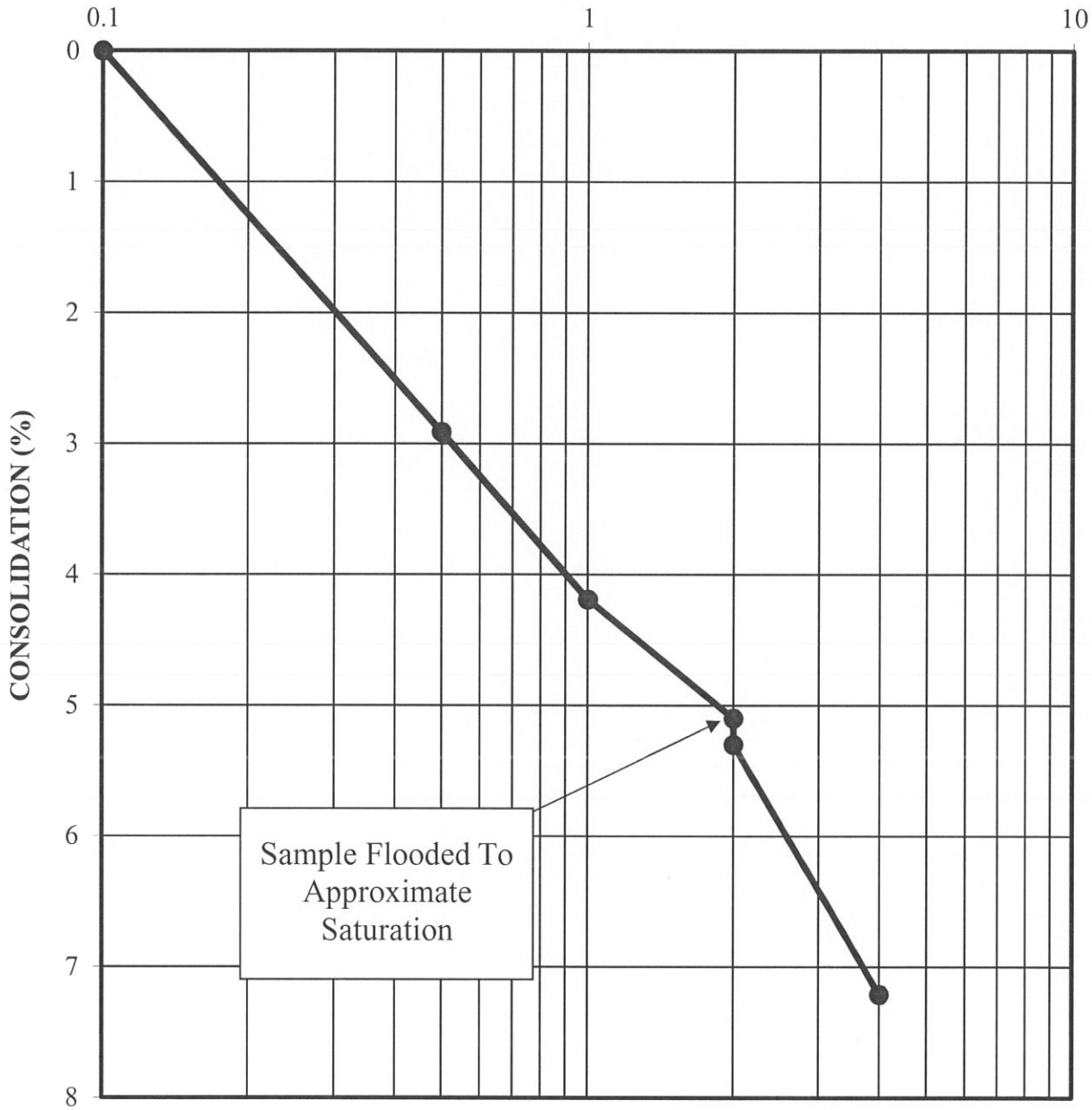


TEST HOLE NUMBER: 1
SAMPLE DEPTH: 5 FEET
SOIL DESCRIPTION: Silty SAND (SM)
MOISTURE CONTENT: 8.3 %
BULK UNIT WEIGHT: 105 pcf

PROJECT: Hondo Fire Station in Hondo, New Mexico
PROJECT NO.: 16-1-023

FIGURE NO.: 6

CONSOLIDATION TEST RESULTS

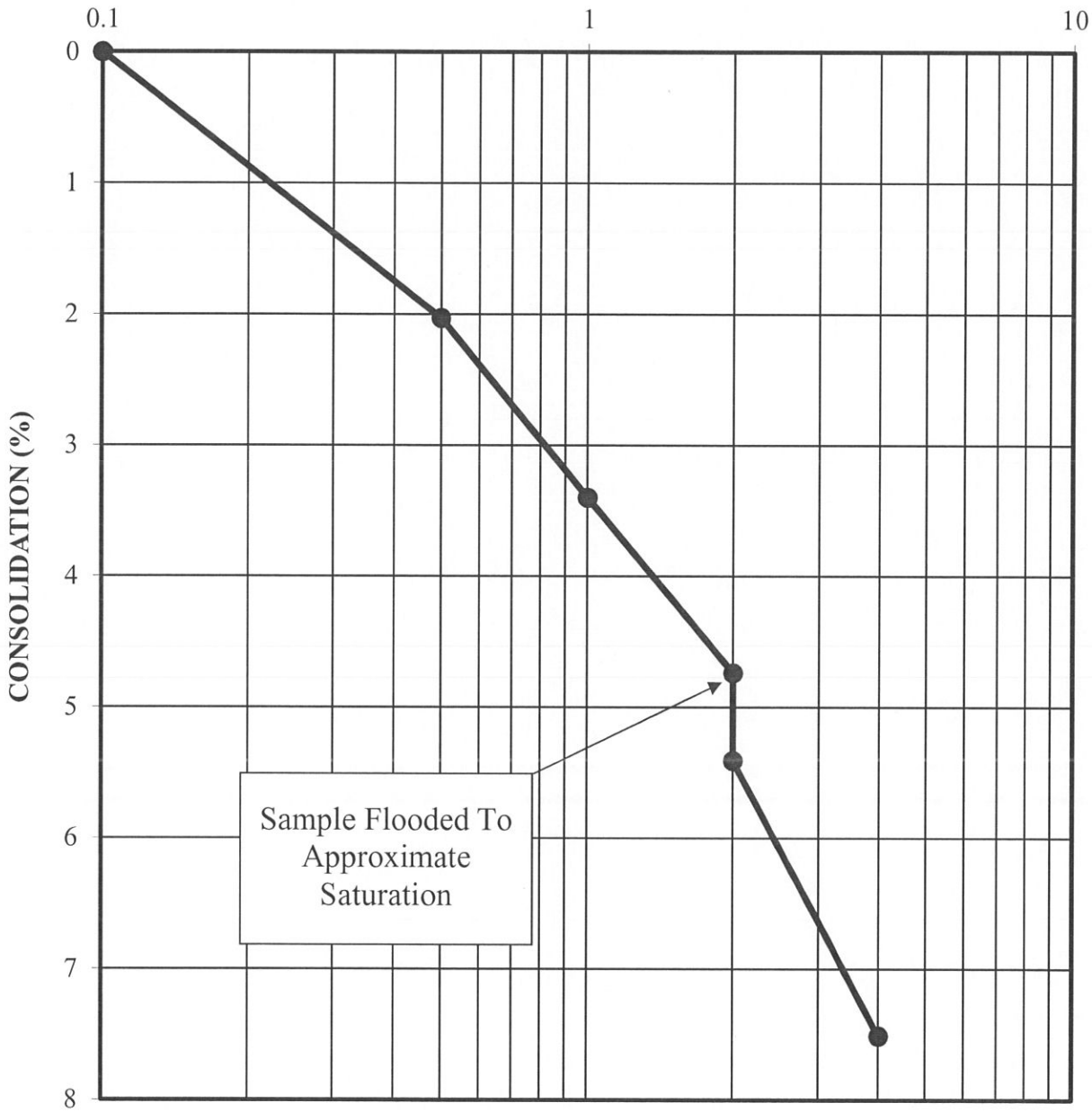


TEST HOLE NUMBER: 2
SAMPLE DEPTH: 2 FEET
SOIL DESCRIPTION: Lean CLAY with sand (CL)
MOISTURE CONTENT: 15.2 %
BULK UNIT WEIGHT: 110 pcf

PROJECT: Hondo Fire Station in Hondo, New Mexico
PROJECT NO.: 16-1-023

FIGURE NO.: 7

CONSOLIDATION TEST RESULTS



TEST HOLE NUMBER: 3
SAMPLE DEPTH: 2 FEET
SOIL DESCRIPTION: Lean CLAY (CL)
MOISTURE CONTENT: 18.2 %
BULK UNIT WEIGHT: 99 pcf

PROJECT: Hondo Fire Station in Hondo, New Mexico
PROJECT NO.: 16-1-023

FIGURE NO.: 8

SUMMARY OF LABORATORY TEST DATA

Test Hole	Depth (feet)	Unified Classification	Natural Dry Density (pcf)	Natural Moisture Content (%)	Atterberg Limits		SIEVE ANALYSIS-% PASSING BY WEIGHT										Description
					LL	PI	1 1/2"	3/4"	3/8"	No. 4	No. 8	No. 16	No. 30	No. 50	No. 100	No. 200	
1	2	CL	94	13.1	29	15			100	99	98	98	97	93	83	66.4	Sandy lean, CLAY
1	5	SM	105	8.3	NV	NP		100	95	90	88	85	78	60	43	30.7	Silty SAND
1	10	CL		15.8	29	14			100	99	99	98	98	96	91	80.5	Lean CLAY with sand
1	15			3.7													
1	20			3.2													
2	2	CL	110	15.2	29	12		100	99	98	97	96	96	94	88	76.2	Lean CLAY with sand
2	5	CL	110	13.5	26	11			100	99	99	97	96	87	70	58.1	Sandy lean CLAY
2	10			14.8													
2	10.5	SM		4.2	NV	NP	100	90	76	61	50	41	35	29	23	19.2	Silty SAND with gravel
2	15			4.5													
2	20			4.9													
3	2	CL	99	18.2	30	10		100	99	98	98	97	96	95	94	89.6	Lean CLAY
3	5	CL	111	17.8	34	17				100	99	98	97	96	93	84.4	Lean CLAY with sand
3	10	ML		10.7	NV	NP					100	99	98	96	87	63.9	Sandy SILT
3	15	SM		7.3				100	97	95	94	94	90	70	40	26.5	Silty SAND
3	20			23.2													
3	22			4.4													

X8e Vinyard Project No.: 16-1-023

Project: Hondo Fire Station - Hondo, NM

Table No.: 1

APPENDIX
EARTHWORK PROCEDURES

General

The Geotechnical Engineer shall be the Owner's representative to observe and evaluate the earthwork operations. The Contractor shall cooperate with the Geotechnical Engineer in the performance of the Engineer's duties.

Clearing and Grubbing

Prior to placing structural fill all borrow areas and areas to receive structural fill shall be stripped of vegetation and deleterious materials. Strippings shall be hauled off-site or stockpiled for subsequent use in landscaped areas or nonstructural fill areas as designated by the Owner or his representative and approved by the Geotechnical Engineer.

Site Preparation - Fill Areas

Prior to placing structural fill the areas to be filled shall be scarified to a depth of eight inches and moisture conditioned as described below. The area to be filled shall then be compacted to a minimum of 95 percent of maximum density as determined by ASTM D-1557. If vibratory compaction techniques pose a threat to the structural integrity of nearby facilities a static compactor shall be used. Any soft or "spongy" areas shall be removed as directed by the Geotechnical Engineer and replaced with structural fill as described herein.

Site Preparation - Cut Areas

Following excavation to rough grade, all building and pavement areas shall be scarified to a depth of eight inches and moisture conditioned as described below. All building and paved areas shall be compacted to a minimum of 95 percent of maximum density as determined by ASTM D-1557. If vibratory compaction techniques pose a threat to the structural integrity of nearby facilities, a static compactor shall be used. Any soft or "spongy" areas shall be removed as directed by the Geotechnical Engineer and replaced with structural fill as described herein.

Foundation, Slab and Pavement Subgrade Preparation

Prior to placing reinforcement, footings, slabs, or pavement, the supporting soils shall be prepared, moisture conditioned, and compacted as described herein.

Structural Fill Material

Structural fill material shall be nonexpansive soil which may be gravel, sand, silt or clay, or a combination there of.

Sieve Size	Percent Passing By Weight
4"	100
1"	90-100
No. 4	70-100
No. 200	10-40

Structural fill material shall exhibit a plasticity index of ten or less. No organic, frozen or

decomposable material shall be utilized. All structural fill material shall be approved by the Geotechnical Engineer.

Structural Fill Placement

Structural fill material shall be blended as necessary to produce a homogeneous material. Fill material shall be spread in horizontal lifts no greater than eight inches in uncompacted thickness, but in no case thicker than can be properly compacted with the equipment to be utilized. If structural fill is to be placed on slopes steeper than 5:1 (horizontal:vertical) the natural ground shall be benched with minimum three foot wide benches at maximum two foot vertical intervals.

Moisture Conditioning

Structural fill material shall be dried or moistened as necessary, prior to compacting, to within ± three percent of optimum moisture content as determined by ASTM D-1557. Moisture shall be distributed uniformly throughout each lift.

Compaction

Structural fill shall be mechanically compacted to the following:

	Minimum Compaction ASTM D-1557
Foundation Support	95%
Slab Support	95%
Below Slab Utility Trenches	90%
General Site Grading	90%
Pavement Support	-
Upper 8" of Subgrade	95%
All other fill below pavement	90%

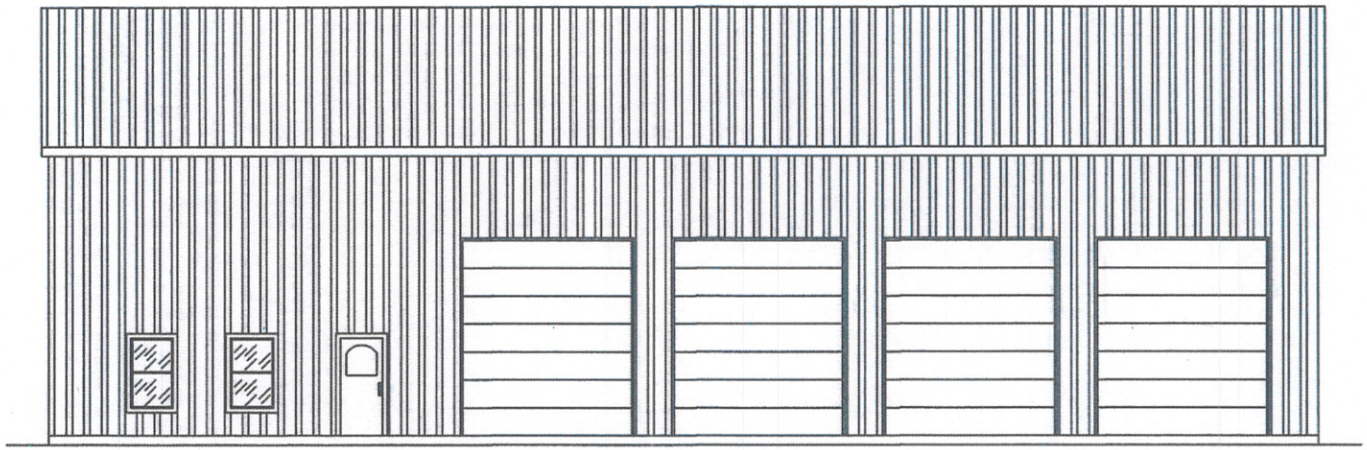
Aggregate Base Course shall be compacted to a minimum of 95% of maximum density as determined by ASTM D-1557.

Asphaltic concrete shall be compacted to a range of 93% to 97% of the maximum Theoretical Unit Weight in accordance with ASTM D2041.

Compaction by flooding and jetting is specifically prohibited unless authorized in advance by the Owner or his representative and the Geotechnical Engineer.

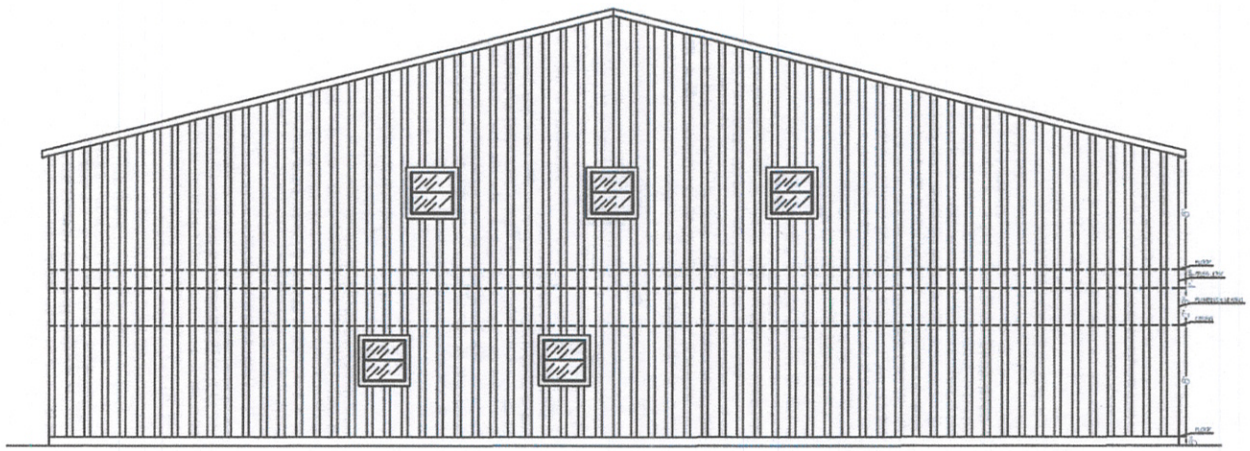
Observation and Testing

The Geotechnical Engineer or his representative shall perform field density tests with a frequency and at the locations he feels appropriate. The Geotechnical Engineer or his representative will perform Proctor tests on representative samples of all structural fill material for compliance to structural fill requirements on page A-1. To minimize delays, the Earthwork Contractor is encouraged to submit soil samples prior to use for proctor testing.



HONDO FIRE DEPARTMENT

HWY 380



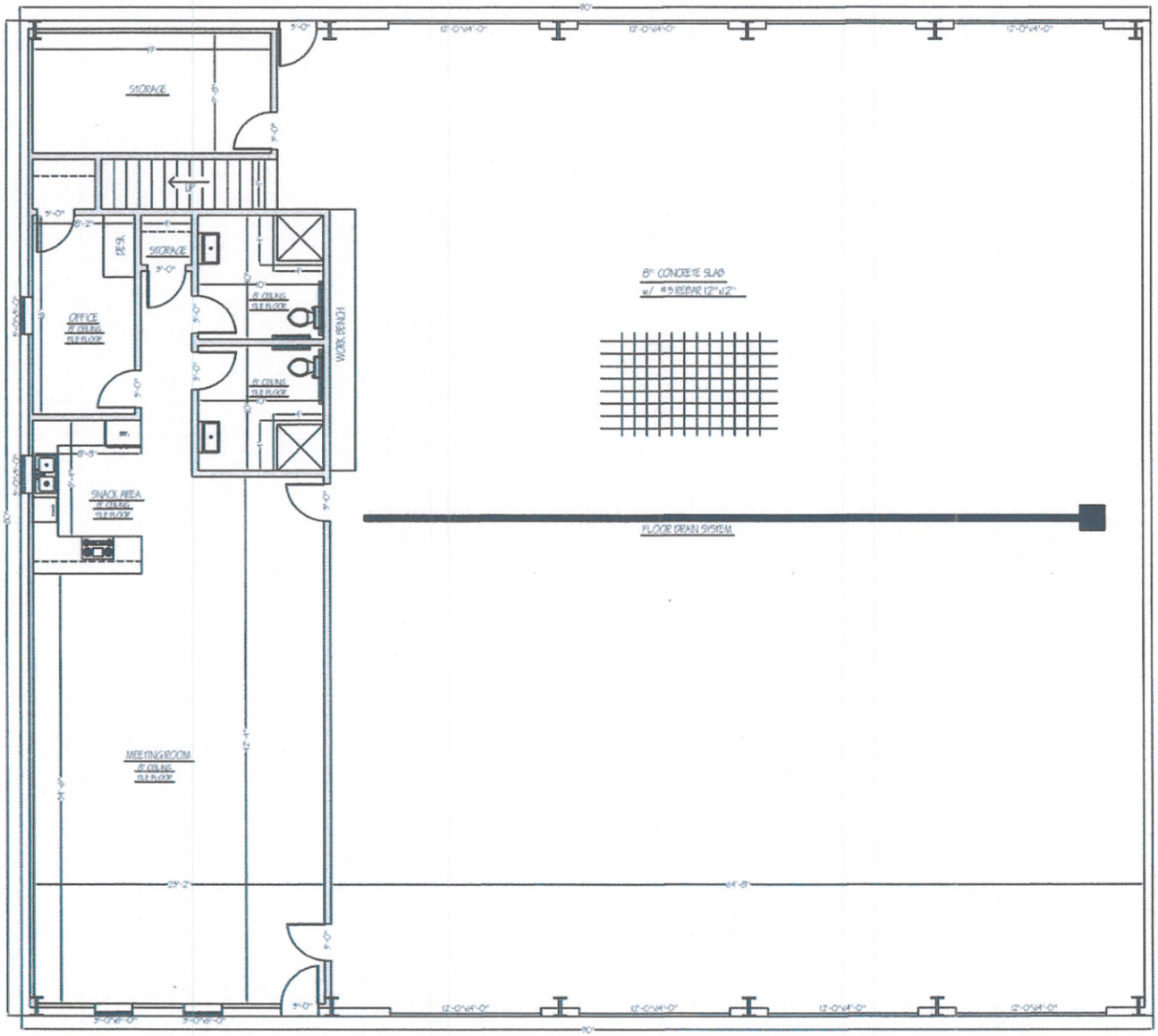
ELEVATIONS

DRAWN BY
Rick Hall

DATE
7/7/16

SCALE
1/4"=1'-0"

PAGE
2



HONDO FIRE DEPARTMENT

HWY 380

FLOOR PLAN

DRAWN BY
Rick Hall

DATE
7/7/16

PAGE

SCALE
1/4"=1'-0"

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars ($250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"**Applicable public official**" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"**Campaign Contribution**" means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to statewide or local office. "Campaign Contribution" includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"**Family member**" means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

"**Pendency of the procurement process**" means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

"**Prospective contractor**" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

"**Representative of a prospective contractor**" means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any:_____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____
_____

Amount(s) of Contribution(s) _____
_____

Nature of Contribution(s) _____
_____

Purpose of Contribution(s) _____

_____

(Attach extra pages if necessary)

_____ _____

Signature Date

_____

Title (position)

--OR—

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS ($250) WERE MADE to an applicable public official by me, a family member or representative.

_____ _____

Signature Date

_____

Title (Position)

RESIDENT VETERANS PREFERENCE CERTIFICATION

_____(NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans' preference to this procurement:

PLEASE CHECK ONLY ONE BOX FROM THE FOUR (4) CHECK BOXES LISTED BELOW:

___ I declare that my firm is ineligible to receive New Mexico Resident Veterans Preference.

The following three (3) checkboxes are applicable to ONLY those vendors eligible to receive New Mexico Resident Veterans Preference AND who have included a valid New Mexico Resident Veterans Preference certificate with their sealed response. No preference will be extended unless a valid certificate is included in your sealed response. Submitted certificates shall be validated by CNM with New Mexico Tax & Revenue.

___ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than $1M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

___ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than $1M but less than $5M allowing me the 8% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

___ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than $5M allowing me the 7% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

"In conjunction with this procurement and the requirements of this business' application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, when awarded a contract which was on the basis of having such veterans preference , I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be.

"I understand that knowingly giving false or misleading information on this report constitutes a crime."

I declare under penalty of perjury that this statement is true to the best of my knowledge . I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

_____

(Signature of Business Representative)* (Date)

*Must be an authorized signatory for the Business.

The representations made in checking the boxes constitutes a material representation by the business that is subject to protest and may result in denial of an award or unaward of the procurement involved if the statements are proven to be incorrect.

COUNTY OF LINCOLN

REQUEST FOR PROPOSALS

INSTRUCTIONS TO OFFERORS

1. **DEFINITIONS AND TERMS:**

A. "Addendum" means a written or graphic instrument issued prior to the opening of Proposals which clarifies, corrects, or changes the Request for Proposals. Plural: "Addenda".

B. "Consultant" means the Successful Offeror awarded the Agreement/Contract.

C. "Determination" mans the written documentation of a decision of the procurement officer including findings of fact required to support a decision. A determination becomes part of the procurement file to which it pertains (13-1-52 NMSA 1978).

D. "Offeror" means any person, corporation, or partnership legally licensed to provide professional services in this state, who chooses to submit a proposal in response to this Request for Proposals.

E. "Procurement Manager" means the person or designee authorized by the County of Lincoln to manage or administer a procurement requiring the evaluation of proposals. In the County of Lincoln, this is the County Manager.

F. "Request for Proposals" or "RFP" means all documents, including those attached or incorporated by reference, used for soliciting proposals (13-1-81 NMSA 1978).

G. "Responsible Offeror or Proposer" means an offeror or proposer who submits a responsive proposal and who has furnished, when required, information and data to prove that his financial resources production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services described in the proposal (13-1-83 NMSA 1978).

H. "Responsive Offer or Proposal" means an offer or proposal which conforms in all material respects to the requirements set forth in the request for proposals. Material respects of a Request for Proposals include, but are not limited to, price, quality, quantity or delivery requirements (13-1-85 NMSA 1978).

I. The terms must, shall, will, is required, or are required, identify a mandatory item or factor. Failure to comply with a mandatory item or factor will result in the rejection of the offeror's proposal.

J. The terms can, may, should, preferably, or prefers identify a desirable or discretionary item or factor.

2. REQUEST FOR PROPOSAL DOCUMENTS:

A. Copies of Request for Proposals:
A complete set of the Request for Proposals may be obtained from the County of Lincoln as stated in the RFP Notice.

(1) A complete set of the Request for Proposals shall be used in preparing proposals; the County of Lincoln Assumes no responsibility for errors or misinterpretations resulting from the use of an incomplete set of the Request for Proposals.

(2) The County of Lincoln, in making copies of Request for Proposals available on the above terms, does so only for the purpose of obtaining proposals on the Project and does not confer a license or grant for any other use.

(3) A copy of the RFP shall be made available for public inspection and shall be posted at the Office of the County Manager located at 300 Central Avenue, Carrizozo, New Mexico 88301.

B. Interpretations:

(1) All questions about the meaning or intent of the Request for Proposals shall be submitted to the Purchasing Agent of the County of Lincoln in writing. Replies will be issued by addenda mailed or delivered to all parties recorded by the County of Lincoln having received the Request for Proposals. Questions received less than five (5) days prior to the date for opening of proposals will not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

(2) Offerors should promptly notify the County of Lincoln of any ambiguity, inconsistency or error which they may discover upon examination of the Request for Proposals.

C. Addenda:

(1) Addenda will be mailed, by facsimile or hand- delivered to all who are known by the County of Lincoln to have received a complete set of Request for Proposals.

(2) Copies of addenda will be made available for inspection where ever Request for Proposals are on file for that purpose.

(3) No addenda will be issued later than five (5) days prior to the date for receipt of Proposals, except an Addendum withdrawing the Request for Proposals or one which includes postponement of the date for receipt of Proposals.

3. PROPOSAL SUBMITTAL PROCEDURES:

A. Number, Form and Style of Proposals

(1) Offerors shall provide one (1) original and five (5) copies of their proposal to the location specified on the cover page on or before the closing date and time for receipt of proposals.

(2) All proposals must be typewritten on standard 81/2 "x 11" paper and bound on the left hand margin.

(3) Proposals shall contain a maximum of fifteen (15) pages, including title, index, etc, not including front and back covers.

(4) Offeror may request in writing nondisclosure of confidential data. Such data should accompany the proposal and should be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal. A request that states that the entire proposal be kept confidential will not be acceptable. Only matters which clearly are of a confidential nature will be considered.

(5) Any cost incurred by the Offeror in preparation, transmittal, presentation of any proposal or material submitted in response to this RFP shall be borne solely by the Offeror.

(6) A pre-proposal conference [ ] will be; or [x] will not be held at the County Commission Chambers on _____at _____am/pm.

B. Sub-consultants:

(1) The Offeror shall list and state the qualifications for each sub-consultant the Offeror proposes to use for all sub-contracted work.

(2) The Offeror is specifically advised that any person or other party to whom it is proposed to award a sub-contractor under this proposal, must be acceptable to the County of Lincoln after verification by the County of Lincoln of the current eligibility status, including, but not limited to, suspension or debarment by the County of Lincoln.

C. Prequalification Process

(1) A business may be pre-qualified by the County Manager as an Offeror for particular types of service. Mailing lists of potential Offerors shall include, but shall not be limited to, such pre-qualified businesses (13-1-134 NMSA 1978).

D. Debarred or Suspended Contractors

(1) A business 9contractor, subcontractor or supplier) that has either been debarred or suspended pursuant to the requirement of 13-1-177 through 13-1-180, and 13-4-11 through 13-4-17 NMSA 1978, as amended, shall not be permitted to do business with the County of Lincoln and shall not be considered for award of the Contract during the period for which it is debarred or suspended with the County of Lincoln.

E. Submittal of Proposals

(1) Proposals shall be submitted at the time and place indicated in the Notice of Request for Proposals and shall be included in an opaque sealed envelope.

(2) The envelope shall be addressed to the Procurement Officer of the County of Lincoln. The following information shall be provided on the front lower left corner of the envelope: Project Title, Request for Proposals number, date of opening, and time of opening. If the

Proposal is sent by mail, the sealed envelope shall have the notation **"SEALED PROPOSAL ENCLOSED"** on the face thereof.

(3) Proposals received after the date and time for receipt of Proposals will be returned unopened.

(4) The Offeror shall assume full responsibility for timely delivery of proposals at the County Manager's Office, including those proposals submitted by mail. Hand delivered proposals shall be submitted to the County Manager or his designee and will be time stamped at the time received, which must be prior to the time specified.

VIA MAIL	HAND- DELIVERED
County Manager's Office	County Manager's Office
County of Lincoln	County of Lincoln
P.O. Box 711	300 Central Avenue
Carrizozo, NM 88301-0711	Carrizozo, NM 88301

(5) After the date established for receipt of proposals, a register of proposals will be prepared which includes the name of each Offeror, a description sufficient to identify the service and such other information as may be specified by the County Manager.

(6) Oral, telephonic or telegraphic proposals are invalid and will not receive consideration.

F. Correction or Withdrawal of Proposals

(1) A Proposal containing a mistake discovered before proposal opening may be modified or withdrawn by an Offeror prior to the time set for proposal opening by delivering written or telegraphic notice to the location designated in the Request for Proposals as the place where Proposals are to be received.

(2) Withdrawn proposals may be resubmitted up to the time and date designated for the receipt of Proposals, provided they are then fully in conformance with the Request for Proposals.

G. Notice of Contract Requirements Binding on Offeror

(1) In submitting this proposal, the Offeror represents that the Offeror has familiarized himself with the nature and extent of the Request for Proposals dealing with federal, state and local requirements which are a part of this Request for Proposals.

(2) Laws and Regulations The Offeror's attention is directed to all applicable federal and state laws, local ordinances and regulations and the rules and regulations of all authorities having jurisdiction over the services of the project.

H. Rejection or Cancellation of Proposals

(1) This Request for Proposals may be cancelled, or any or all proposals may be rejected in whole or in part, when it is in the best interests of the County of Lincoln. A determination containing the reasons therefore shall be made part of the RFP file. (13-1-131 NMSA 1978).

4. CONSIDERATION OF PROPOSALS

A. Receipt, Opening and Recording

(1) Proposals received on time will be opened publicly or in the presence of two witnesses, and the name of the Offeror and address will be read aloud.

(2) The names of all businesses submitting proposals and the names of all businesses, if any, selected for interview shall be public information. After an award has been made, final ranking and evaluation scores for all proposals shall become public information (13-1-120 NMSA 1978). The contents of any proposal shall not be disclosed so as to be available to competing Offerors during the negotiation process (13-1-116 NMSA 1978).

B. Proposal Evaluation

(1) Proposals shall be evaluated on the basis of demonstrated competence and qualification for the type of service required, and shall be based on the evaluation factors set forth in this RFP. For the purpose of conducting discussions, proposals may initially be classified as:

(a) acceptable

(b) potentially acceptable, that is reasonably assured of being made acceptable

(c) unacceptable (Offerors whose proposals are unacceptable)

(2) The County of Lincoln shall have the right to waive technical irregularities in the form of the Proposal of the Offeror which do not alter the quality of the services (13-1-132 NMSA 1978).

(3) If an Offeror who otherwise would have been awarded a contract is found not to be a responsible Offeror, a determination that the Offeror is not a responsible Offeror, setting forth the basis of the finding, shall be prepared by the Purchasing Agent. The unreasonable failure of the Offeror to promptly supply information in connection with an inquiry with respect to responsibility is grounds for a determination that the Offeror is not a responsible Offeror (13-1-133 NMSA 1978). Businesses which have not been selected shall be so notified in writing within twenty-one (21) days after an award is made (13-1-120 NMSA 1978).

(4). Selection Process

(a) The evaluation of proposals will be performed by an evaluation committee composed of representatives selected by the County of Lincoln. The committee shall evaluate statements of qualifications and performance data submitted by at least three businesses in regard to the particular request and may conduct interview with and may require public presentation by al businesses applying for selection regarding their qualifications, their approach and their ability to furnish the required services.

(b) If fewer than three businesses have submitted a statement of qualifications for a particular RFP, the committee may:

(i) rank in order of qualifications and submit to the County of Lincoln for award those businesses which have submitted a statement of qualifications

(ii) recommend termination of the selection process and request of new notices of the proposed procurement to be sent out (13-1-104 NMSA 1978).

C. Negotiations (13-1-122 NMSA 1978)

(1) The County of Lincoln's designee shall negotiate a contract with the highest qualified business for the services contemplated under this RFP at compensation determined in writing to be fair and reasonable. In making this decision, the designee shall take into account the estimated value of the services to be rendered and the scope, complexity and professional nature of the services.

(2) Should the designee be unable to negotiate a satisfactory contract with the business considered to be the most qualified at a price determined to be fair and reasonable, negotiations with that business shall be formally terminated. The designee shall then undertake negotiations with the second most qualified business. Failing accord with the second most qualified business, the designee shall formally terminate negotiations with that business.

(3) The designee shall then undertake negotiations with the third most qualified business.

(4) Should the designee be unable to negotiate a contract with any of the businesses selected by the committee, additional businesses shall be ranked in order of their qualifications, and the designee shall continue negotiations in accordance with this section until a contract is signed with a qualified business or the procurement process is terminated and a new Request for Proposals is initiated.

(5) The County of Lincoln will publicly announce the business selected for award.

D. Notice of Award

(1) After award by the County of Lincoln, a written notice of award shall be issued by the County of Lincoln with reasonable promptness (13-1-100 and 13-1-109 NMSA 1978).

E. Contract Term

(1) The contract period will begin _____through_____ with the option to extend annually for 3 additional years, based on the same terms and conditions.

5. POST-PROPOSAL INFORMATION

A. Protests

(1) Any Offeror who is aggrieved in connection with a solicitation or award may protest to the County Manager of Lincoln County in accordance with the requirements of the County of Lincoln's Procurement Regulations and the State Procurement Code. The protest should be made in writing within 24 hours after the facts or occurrences giving rise thereto, but in no case later than 15 calendar days after the facts or occurrences giving rise thereto (13-1-172 NMSA 1978).

(2) In the event of a timely protest under this section, the County Manager and the County of Lincoln shall not proceed further with the procurement unless the County Manager makes a

determination that the award is necessary to protect substantial interests of the County of Lincoln (13-1-173 NMSA 1978).

(3) The County Manager or his designee shall have the authority to take any action reasonably necessary to resolve a protest of an aggrieved Offeror concerning a procurement. This authority shall be exercised in accordance with adopted regulations, but shall not include the authority to award money damages or attorney's fees (13-1-174 NMSA 1978).

(4) The County Manager or his designee shall promptly issue a determination relating to this protest. The determination shall:
   a. state the reasons for the action taken and
   b. inform the Protestant of the right to judicial review of the determination (13-1-183 NMSA 1978).

(5) A copy of the determination issued under 13-1-175 NMSA 1978 shall immediately be mailed to the protestant and other Offerors involved in the procurement (13-1-176 NMSA 1978).

B. Execution and Approval of Agreement

(1) The Agreement shall be signed by the Successful Offeror and returned within an agreed upon time frame after the date of the Notice of Award. No Agreement shall be effective until it has been fully executed by all of the parties thereto.

C. Notice of Proceed

(1) The county of Lincoln will issue a written Notice to Proceed to the Offeror.

D. Offeror's Qualification Statement

(1) Offeror to whom ward is under consideration shall submit, upon request, information and data to prove that their financial resources, production or service facilities, personnel and service reputation and experience are adequate to make satisfactory delivery of the services described in the Request for Proposals (13-1-82 NMSA 1978).

6. OTHER INSTRUCTIONS TO OFFERORS

A. Equal Opportunity Employment

Lincoln County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the employment or the provision of services. Contractors shall be in compliance with the American with Disabilities Act requirements.

B. OSHA Requirements in Employment

Lincoln County shall contract with companies or firms whose operators and equipment meet OSHA (Occupational Safety and Health Administration) standards in their field of expertise and shall also comply with the Lincoln County Loss control Manual as if an employee of Lincoln County.

7. GOVERNING LAW

A. The Agreement shall be governed exclusively by the laws of the State of New Mexico as the same from time to time exist.

8. **INDEPENDENT CONTRACTORS**

A. The Offeror and his agents and employees are independent Contractors and are not employees of the County of Lincoln. The Offeror and his agents and employees shall not accrue leave, retirement, insurance, bonding, use of County of Lincoln vehicles, or any other benefits afforded to employees of the county of Lincoln as a result of the Agreement.

9. **BRIBES, GRATUITIES AND KICKBACKS**

A. Pursuant to 13-1-191 NMSA 1978, reference is hereby made to the criminal laws of New Mexico (including 30-14-1, 30-24-2 and 30-41-1 through 30-41-3 NMSA 1978) which prohibits bribes, kickbacks and gratuities, violation of which constitutes a felony. Further, the Procurement Code (13-1-28 through 13-1-199 NMSA 1978) imposes civil and criminal penalties for its violation.

10. **STANDARD FORM OF AGREEMENT BETWEEN CONTRACTING AGENCY AND OFFEROR**

A. The form of agreement required by the funding agency or issued by the County of Lincoln will be used for this project. Copies are available and may be reviewed upon request.

11. **FEES**

A. A lump sum fixed fee for Basic Service will be negotiated with the Offeror selected.

12. **FUNDING**

A. This solicitation is subject to the availability of funds to accomplish the work.

13. **CONTACT WITH COUNTY OF LINCOLN OFFICIALS OR STAFF MEMBERS**

A. Prior to, and after submittal of proposal, prospective Offerors shall not make contact with any official or staff member regarding this RFP, other than contact to obtain a copy of this RFP.

14. **CONTRACTOR'S AND SUB-CONTRACTOR'S INSURANCE**

A. The contractor may carry such other insurance as he deems necessary to protect his own interests. He shall, at his sole cost and expense, procure and carry throughout the life of the agreement the insurance hereinafter specified. Such insurance shall cover both the Contractor and his Subcontractors, or separate policies shall be provided for each Subcontractor and shall be carried with an insurance company licensed to transact business in the State of New Mexico. The insurance shall be for the protection of the Contractor and Sub-contractors from claims under worker's compensation law, disability benefit laws or other employee benefit laws; from claims for damages to property, including loss of use thereof, any or all of which may arise out of or result from the Contractor's operations under the Contract Documents whether such operations be at the site of the work or elsewhere and whether they be carried on by the Contractor or by any sub-contractor or anyone directly employed by any of them or for whose acts any of them may be legally liable. Such insurance

shall be written for not less than the limits of liability set out below. Work may not be started on the project until the Certificate of Insurance on the form provided has been filed and approved with the owner or engineer.

A. Comprehensive General Liability Insurance

The Contractor shall procure and maintain during the life of this Contract, and shall require Sub-contractors, if any, to procure and maintain during the life of his sub-contract, comprehensive general liability insurance in amounts of not less than Three Hundred Thousand Dollars ($300,000.00) for injuries, including death, to any one person and subject to the same limit each person, in amounts not less than Three Hundred Thousand Dollars ($300,000.00) in any one occurrence and in amounts not less than Three Hundred Thousand Dollars ($300,000.00) for property damages in any one accident. Such policies of insurance must include coverage under all sections of the schedule of hazards of the said comprehensive general liability policy form and must include collapse (c),explosion(x) and underground (u) liability coverage.

The above requirements shall include protection from:

(1) Damage to, or destruction of public and private property located below the surface of the ground, including telephone conduit, power conduit, traffic signal cables, fire alarm circuits, gas mains, gas serve connections, sanitary sewers, house sewers or building sewer connections, water mains, water service connections, steam lines, petroleum products pipelines, storm sewers and inlet lines, and including all appurtenances thereto, injury or death to a trenching and beautifying with or without the use of mechanical equipment.

(2) The collapse of, or structural damage to any building, house or structure, utility poles, curb and gutter and sidewalk on public or private property, destruction of or damage to other public and private property including injury or death to a person or persons caused by the Contractor's operations under the Contract. Removal of buildings, structures (including their supports), trees, and utility poles, excavations below the surface of the grounds, including blasting, trenching and beautifying with or without the use of mechanical equipment. "Other public and private property" as used above, shall include lawns, plants, flowers, trees, fences, yard walls, etc. The liability insurance shall include the standard assault and battery endorsement.

B. Owner's Protective Public Liability and Protective Property Damage Insurance

The Contractor shall procure and maintain during the life of this Contract, at his own expense, owner's protective public liability and protective property damage insurance in favor of the Owner in the amount not less than (1) the sum of One Hundred Thousand Dollars ($100,000) for damage to or destruction of property arising out of a single occurrence (2) the sum of Five Hundred Thousand

Dollars ($500,000) to any person for any number of claims arising out of a single occurrence for all damages other than property damage, or (3) the sum of One Million Fifty Dollars ($1,000,050) for all claims arising out of a single occurrence. This policy shall also include the standard assault and battery endorsement.

C. Worker's Compensation Insurance

The Contractor shall procure and shall maintain during the life of this Contract, Worker's Compensation Insurance in statutory or standard form in an amount covering all of his employees to be engaged in the work under this Contract, as required by the State of New Mexico or the regulatory requirements of the Contractor's licensing bureau. Such insurance policies must include coverage under Section 52-1-10. NMSA 1978 for safety devices.

D. Automobile Public Liability and Property Damage

The Contractor shall maintain automobile public liability insurance to protect him and the Owner from any and all claims arising from the use of the following in the execution of work included in this Contract.

(1) Contractor's own automobile and trucks
(2) Hired automobiles and trucks
(3) Automobiles and trucks not owned by Contractor
(4) BI/PD no less than Three Hundred Thousand Dollars ($300,000.00)

E. Transit Insurance

The Contractor shall secure insurance to protect himself from damage to equipment in transit.

F. Approval of Insurance

Neither approval by the Owner of any insurance supplied by a Contractor or a Sub-contractor, nor a failure to disapprove that insurance shall relieve the Contractor or Sub-contractor of full responsibility to maintain in full force and effect the above described insurance or for liability, damages and accidents as set forth herein.

G. Proof of Insurance

Prior to the commencement of any work hereunder, Contractor shall furnish to the Owner proof of the insurances required in this Section. All such certificates of Insurance shall provide that the Insurance company(ies) will give Owner ten (10) days prior written notice before any material change in or cancellation of any such policy.